

## VALLIVUE SCHOOL DISTRICT #139

The Vallivue Board of Trustees and administration have developed administrative procedures to meet the requirements of temporary suspension and/or expulsion of individual students when circumstances demonstrate that such action is necessary for the protection of the rights of individual students, necessary for orderly operation of the school process and/or necessary for the protection of the safety of other students.

These procedures are intended to be more specific and inclusive than the district policy, but are consistent in carrying out district policies #543 Student Suspension, #544 Student Expulsion/Denial of Attendance, 545 Disciplining Students with Disabilities (IDEA), and 546 Disciplining Students with Disabilities (504).

When dealing with suspension, we recognize first that students have a “property right” which entitles them to attend schools in the state of Idaho. Because school attendance is a property right, all such actions must be carried out while meeting procedural and substantive due process standards.

### **DISCIPLINARY STEPS (Minor to Major Infractions)**

Vallivue School District has the obligation to provide students and staff with safe orderly, productive schools that maintain a comfortable, caring, and positive environment for learning. ***In short, no student shall interfere in the instructional process, either by interfering with another student's right to learn or by preventing a teacher from doing his/her job.***

### **CLASSROOM/BUILDING BEHAVIOR MANAGEMENT EXPECTATIONS**

There are times when suspension is not appropriate for a student's misconduct behavior and a lesser form of disciplinary action is all that is needed. The school's principal or designee is given the authority to implement disciplinary action as deemed necessary to protect a safe, sound educational environment for all students.

Every classroom will have an effective management plan for dealing with student behavior. This plan will be posted in the classroom. Student and parents will be informed of the expectations and consequences within the plan. The plan will include both positive reinforcement and negative consequences. The severity of behavior will result in different actions and consequences.

The following steps will be followed when assigning disciplinary action:

- Be consistent, stay calm, maintain respectful relationship
- Deal with student in private, hear their side
- Describe the evidence
- Maintain the student's academic success throughout the process
- Explain next steps and communicate further consequences if behavior persists

### **TIER ONE**

Examples of possible **Tier One** behaviors include but are not limited to single occurrences of the following:

1. Not following basic rules
2. Refusal to work
3. Disrespect

Tier one behaviors are typically taken care of within the classroom.

Possible consequences:

1. Redirection
2. Refocus
3. Loss of recesses/ privileges

Parent contact is not required.

### **TIER TWO**

Examples of possible **Tier Two** behaviors include but are not limited to:

1. Repeated/chronic occurrences of tier one behaviors
2. Insubordination
3. Long lasting “meltdowns”
4. Behavior continues and classroom management plan has been fully implemented

Tier two behaviors are typically taken care of with office support.

Tier two behaviors are typically resolved with support of local school level administration

Possible consequences:

1. Any tier one consequence
2. Short term removal from classroom
3. Possible referral to Behavior Response to Intervention (BRtI)

**Parent contact is mandatory as soon as possible by the teacher and it is required that documentation of the incident and consequence are submitted to the principal.**

### **TIER THREE- ADMINISTRATION SUPPORT – MAJOR DISCIPLINARY VIOLATION**

If behaviors continue to occur and Tier Two responses are not having an effect on the undesired behavior, the principal or designee may assign a student to In-School Suspension (ISS) or Out of School Suspension (OSS) depending upon the severity of the behavior exhibited. ***ISS consists of a half day or more of removal from the classroom.***

A student may be suspended for disciplinary reasons, or for other conduct that is disruptive or detrimental to the instruction process or to the health and safety of other students and the general climate of the school. A student may also be suspended when, in the judgment of the superintendent or administrator, the suspension is necessary to protect the health, welfare and safety of the student or other students in the district. (Idaho Code 33-205)

**Examples of possible TIER THREE behaviors include but are not limited to:**

- Habitual Truancies (Policy 522)
- Theft or destruction of school property (Policy 548)
- Trespassing on school district property (Policy 934)
- Assault and Battery (Policy 550)

- Student Harassment (Policy 506.5)
  - Inappropriate technology use (Policy 698)
  - Unsafe driving (Policy 512)
  - Gang activity (Policy 549)
  - Making bomb threats or activating the school fire alarm without appropriate cause (Policy 541)
  - Insubordination toward or non-compliance with a district official's direction (Policy 512)
  - Student Drug, Alcohol and Tobacco Use (Policy 551)
    - Tobacco – handled at the school level
    - Under the influence – handled at school level with referral to law enforcement followed by referral to the District Discipline Review Committee (DDRC)
    - Possession, use, distribution on campus – Referral to law enforcement and District Discipline Review Committee (DDRC).
1. If the infraction requires a more immediate or severe form of consequence, (fighting, severe insubordination) local building administration may choose to place a child in ISS or send a child home to OSS without implementing prior consequences.
  2. The period of ISS/OSS will be determined by the local building administration and will vary depending upon the infraction.
  3. Parent or guardian will be notified as soon as possible when a student has been assigned to ISS/OSS.
  4. Documentation into Student Information System is required.
  5. Student will be referred to the schools Behavior Response to Intervention (BRTI) team.

**Possible consequences:**

- Lunch detention
- Afterschool detention
- Campus clean-up
- In-school suspension (ISS)
- Random searches (at secondary level)
- Community service
- Letter of apology
- Out-of-school suspension (OSS)
- Saturday School
- Behavior contract with student

**NOTE:** If a child is on a 504 or an Individual Education Plan (IEP) there are different procedural requirements for suspension that are outlined in district policy. It is still allowable to suspend a student, but there are specific time frame parameters as well as required team meetings to determine the connection, or not, between the disability and the behavior. Before suspending a child who is on a 504 or an IEP, please contact the child's case manager as well as the District Special Services Director for guidance. (Policy 543,545)

**TIER FOUR- MAJOR DISCIPLINARY VIOLATIONS**

Tier Four violations are severe behaviors that are prohibited by district policy and/or state and federal law. Violations of Tier Four behaviors most often will result in a student being suspended

OUT OF SCHOOL (OSS) for a period of time and most likely being referred to the DISTRICT DISCIPLINARY REVIEW COMMITTEE (DDRC).

**Examples of TIER FOUR violations include but are not limited to:**

1. Blatant and/or threatening Insubordination (Policy 512)
2. Theft or destruction of school property (Policy 548, 934)
3. Assault and Battery (Policy 550)
4. Student Harassment- repeated (Policy 506.5)
5. Student Drug, Alcohol and Tobacco Use (Policy 551)
6. Weapons Violation (Policy 541)

**Parent contact as soon as possible and documentation in the Student Information System is mandatory.** Student may be assigned to In School Suspension (ISS) until a parent or guardian can be reached to come and pick up the student.

1. Period of Suspension- Imposed by Building Administration and/or DDRC (Policy 543, 546)
2. A temporary suspension by the principal shall not exceed five (5) school days in length and may be imposed while waiting for DDRC. (Idaho Code Section 33-205)
3. The District Superintendent may extend the temporary suspension an additional ten (10) school days.
4. If the administrative review team or the district disciplinary review team (DDRC) determines that having the temporarily suspended student return to school would be detrimental to other student's health, welfare or safety, the superintendent may extend the suspension for an additional five (5) days for a total of twenty (20).
5. In order to add the final five (5) days to the temporary suspension, a written report including sufficient factual representations must be provided to allow the administrative review team to make the initial required finding and to grant the request.
6. Suspension may include conditions for readmission in addition to number of suspended days.

**Expulsion**

Expulsion of a student is a district option and a last resort. Expulsion can only be recommended by The District Disciplinary Review Committee (DDRC) and approved by the Board of Trustees. (Policy 544)

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